



METROPOLITAN TRANSPORTATION COMMISSION
SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS

SCOTT HAGGERTY, CHAIR
Alameda County

October 18, 2010

ADRIENNE J. TISSIER, VICE CHAIR
San Mateo County

Addendum No. 1

TOM AZUMBRADO
U.S. Department of Housing
and Urban Development

to

Request For Qualifications Bid Invitation (RFQBI)
Freeway Service Patrol FY 2011-12

TOM BATES
Cities of Alameda County

Dated October 1, 2010

DEAN J. CHU
Cities of Santa Clara County

Dear Contractor:

DAVE CORTESE
Association of Bay Area Governments

This letter is Addendum No. 1 to the Freeway Service Patrol FY 2011-12 Request For Qualifications Bid Invitation (RFQBI) dated October 1, 2010. Deleted text is shown in ~~strike-through~~ format and added text is shown in *italicized* format. The RFQBI is revised as follows:

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City and County of San Francisco

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Napa County and Cities

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U.S. Department of Transportation

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Santa Clara County

STEVE HEMINGER
Executive Director

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Deputy Executive Director

<u>Addendum Item</u>	<u>Reference</u>	<u>Change(s)</u>
1	RFQBI, II. A.5 "Local Office/Beats for Qualification", last sentence, Page 16	Whether the proposers maintain a local office or intend to use a satellite location, the office or location must be staffed during the hours of 8 a.m. through 5 p.m. <i>Monday-Friday</i> with either a lead driver or a manager.
2	RFQBI, II. A.9 "Wages and Benefits", Page 17 and 57, Add to the end of the paragraph the following sentence.	<i>Contractors must also comply with all applicable federal, state, and local laws related to providing health insurance for employees.</i>
3	RFQBI, II. C.3 "Beat Determination", second paragraph, Page 21 RFQBI, Appendix B, Step 3: Inspections/Beat Determination, "Form W Beat Determination", second paragraph, Page 84	First time bidders, or those that have been away from the program for two (2+) years, are eligible for a maximum of two (2) beats. <i>Current contractors with one (1) beat are eligible for two (2) additional beats, for a total of three (3) beats. All other current contractors are eligible for one (1) additional beat from the highest number of beats they have received in the past two (2) years, up to a maximum of five (5) beats.</i>
4	RFQBI, Appendix A, Scope of Work, "Table 2: Proposed Implementation Plan", Beat ID 33	ENDING DATE= 07/04/15 , 07/04/14 2011-2015 ESTIMATED TOTAL CONTRACT HRS= 11,964 , 8,976 [see highlighted cells in Proposed Implementation Plan (revised) attached]

<u>Addendum Item</u>	<u>Reference</u>	<u>Change(s)</u>
5	RFQBI, Appendix A, Scope of Work, II. Vehicles, first paragraph, Second Sentence, Page 31	All trucks proposed for use in the FSP program shall have less than 25,000 miles on the cab and chassis, not previously registered (before the award of the contract) and model year shall be 2011 or 2010 <i>newer</i> .
6	RFQBI, Appendix A, Scope of Work, II. Vehicles, A1. Beats 3 and 22 Additional Tow Truck Requirements, Page 31	In addition to all of the requirements stated above, the tow trucks for Beats 3 and 22 are required to be Class A trucks with a maximum <i>minimum</i> Gross Vehicle Weight Rating (GVWR) of 26,000 <i>22,000</i> pounds, and built-in air compressors with an air line <i>or an air tank configuration</i> .
7	RFQBI, Appendix B, Step 1: Qualification/Standard Proposal Documentation, Page 55 and "Form H Insurance", below insurance table, Page 56	By signing below, you acknowledge and agree to provide the required certificate of insurance providing verification of the minimum insurance requirements listed above within five (5) days of MTC SAFE's notice to firm that it is a successful proposer. <i>before contract performance begins.</i>

The remaining provisions of the Request For Qualifications Bid Invitation, dated October 1, 2010, remain unchanged.

Questions and Answers related to this RFQBI are attached.

Any questions concerning this addendum to the RFQBI should be directed to Nina Rohlich, FSP Project Manager, at (510) 817-5878 or nrohlich@mtc.ca.gov.

Sincerely,



Ann Flemer
Deputy Executive Director, Policy

AF: NR

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Request For Qualifications Bid Invitation (RFQBI), October 1, 2010
Freeway Service Patrol FY 2011-12
Responses to Bidders Questions
October 15, 2010

Questions/Requests for Clarifications from Proposers

1. Q: Do the UDBE/DBE forms (Forms N-1, N-2) still need to be filled out and returned if they do not apply to our company? It says failure to submit the required forms will be grounds for finding the proposal nonresponsive.

A: Yes, the forms must be completed. If it does not apply to your company, fill out the sections you are able to answer (proposer's name, date, signature, etc.) and put "n/a" or "not applicable" in the other sections.

2. Q: On the Wage and Benefit statement does the actual rate of pay that we intend to include on the spreadsheet need to be disclosed at this time or is it just an agreement to pay the minimum required hourly rate?

A: It is just an agreement to pay the hourly minimum rate.

3. Q: How does the government mandated healthcare reform as of January 1 affect the RFQBI requirements?

A: Contractors are required to comply with all applicable federal, state, and local laws related to providing health insurance for employees. See Addendum 1, Item 2.

4. Q: Are the Price Proposal Spreadsheets from current contracts public knowledge and if so how can I view some of them?

A: Yes, Price Proposal Spreadsheets are available at the MTC Library from 8:30am-5:00pm (101 8th Street, Oakland) for review or to make copies. The binder that contains the previous bids does not leave the library.

5. Q: Are the previously awarded contracts available online in PDF format?

A: No, the previously awarded contracts are only available in the MTC library, where you can make copies.

6. Q: I don't see anything about combination bids in the RFQBI. Is that not an option this time?

A: MTC SAFE is not offering the option to do combination bids.

7. Q: Will supplementary references letters help?

A: No, supplementary letters of reference will not help your eligibility. However, you should list those individuals as references in Form J References.

8. Q: Do we need to submit separate proposals for each beat?

A: For Step 1, you do not need to submit separate proposals for each beat. However, you must list which beats you are bidding on in Forms A and E.

For Step 2, you must list which beats you are bidding on in Form P and submit separate forms (Forms Q, R, S and T) for each beat.

9. Q: Is the back-up truck on Beat 3 required to have the additional specifications as well?

A: No, the back-up truck on Beat 3 is not required to have the additional tow truck requirements.

10. Q: Regarding Form E Local Office, does the office need to be staffed from 8am to 5pm on the weekends (ie, if the beat has Sunday service)?

A: No, weekend office coverage is not required. See Addendum 1, Item 1.

11. Q: For Forms H and I, can the name of authorizing official and representative be the same person?

A: Yes.

12. Q: For Form C Experience, should we put FSP or CHP if we have experience with both?

A: Either one or both is fine. Per the RFQBI, section II, A.3, Page 15, the minimum number of years of experience is (3) years experience in operating a tow service, of which two years must be on rotation with the California Highway Patrol (CHP) or Freeway Service Patrol (FSP). It is also fine to circle either CHP or FSP to indicate which organization you are listing the number of years for.

13. Q: How soon after the operations committee meeting in February will the bidders know who has won the contract?

A: Proposers will be notified the day of the commission meeting in February.

14. Q: What could disqualify someone from the Step 1 qualifications?

A: A company will not be able to proceed to Step 2 if they do not meet the requirements set forth in the RFQBI.

15. Q: Which trucks will be inspected during the site/vehicle checks, considering the contracts will not have been awarded and thus trucks not yet purchased?

A: One truck will be inspected at each contractor's site. The contractor is to select in advance three of their currently owned trucks of which CHP will select one at random for inspection to determine whether or not they meet the specifications.

16. Q: What if we are on vacation during the inspection?

A: Inspections will be scheduled over a two-week period and you will be given prior notice so we can work out a schedule that works out for everyone.

17. Q: What prompted the changes for the specs on Beats 3 and 22?

A: Beat 3 and 22 have additional requirements due to the higher volume of truck traffic along those corridors.

18. Q: Did the insurance requirements change at all since the last procurement?

A: Yes, the on-hook insurance increased from \$60,000 to \$80,000 and the A.M. Best's rating changed from A to A-. Please see the insurance requirements section of the RFQBI for details.

19. Q: How will contractors be compensated for changing fuel costs?

A: Fuel costs change during the course of the contract and are paid based on the fuel cost table located in the contract. When preparing your bid, MTC SAFE shall provide a fixed fuel rate to use in your Price Proposal Spreadsheet.

20. Q: Do all trucks need to be new?

A: Trucks are not required to be new, but they must meet the model year and mileage requirements specified in the vehicle requirements section of this RFQBI.

21. Q: Is the new portion of I-680 part of a current beat?

A: The new portion of I-680 Sunol Grade express lanes is called Beat 21X. It is midday service only that operates on portions of Beats 21 and 23, but between the am and pm shifts of Beat 21 and 23.

22. Q: For the new Beat 21X, the presentation slide said it requires 2 trucks, yet the Proposed Implementation Plan states 1 truck does it require 1 or 2 trucks?

A: It requires one (1) truck; the Proposed Implementation Plan is correct.

23. Q: Can you please clarify how many trucks Beat 3 will have, including backup trucks?

A: Beat 3 will have 2 tow trucks and 1 backup truck for a total of 3 trucks. See the Proposed Implementation Plan for details.

24. Q: Can a retired FSP truck be used as a backup truck on a new beat?

A: Yes, so long as it meets the requirements set forth in the Standard Operating Procedures (SOP) and RFQBI.

25. Q: Do all trucks, including backups, need to comply with current smog requirements?

A: Yes, all trucks need to be compliant and meet current smog requirements.

26. Q: To clarify, how many beats can a contractor with two current beats bid on?

A: A contractor with two (2) current beats can bid on as many beats as they choose, however, they can only be awarded one (1) additional beat for a total of three (3) beats. If a contractor successfully held three (3) beats in the past two years, they are eligible for four (4) beats this round.

27. Q: Does the dedicated fleet requirement apply to back-up trucks?

A: No, backup trucks can be used for commercial purposes during non-FSP hours.

28. Q: Do you disclose who has passed Step 1 of the qualifications process?

A: No, proposers that did or did not pass Step 1 remain confidential as part of our on-going evaluation process. The evaluation record will be available in February after the Operations Committee takes action on the staff recommendation.

29. Q: When do the other beats go up for bid?

A: In two years; FSP procurement rounds are every two years.

30. Q: Are different qualifications factors in Step 1 weighted?

A: No, qualification components are not weighted. A Contractor either meets or does not meet the requirements set forth in Step 1.

31. Q: What are some examples of references you are looking for?

A: References should be from anyone or any organizations that you provide tow service for such as local businesses, public facilities, cities, etc.

32. Q: How will MTC notify those on the reference list?

A: MTC SAFE shall attempt to contact references by email, phone, and fax.

33. Q: Will it help to get more than four (4) references?

A: No, we only need four references.

34. Q: Do we (proposers) send the reference forms out?

A: No, proposers are required to complete the contact info for each reference on Form J. MTC SAFE will send the reference forms out to the contacts listed.

35. Q: What should be included in the reference letter from the bank (Form G Financial Responsibility)?

A: The letter from the bank should be a standard reference letter that states that you are in good financial standing.

36. Q: Do we get financial assistance to buy the trucks?

A: No, proposers must incorporate the cost of the truck (insurance, financing, vehicle registration fees, etc.) into the hourly rate. MTC SAFE does not provide financial assistance for disadvantaged businesses to purchase vehicles.

37. Q: Do we need insurance to pass Step 1?

A: No, Step 1 Form H requires that proposers commit to having the required insurance in place before contract performance begins. See Addendum #1, item 7.

38. Q: How much time do we have to get the trucks after we are awarded a contract?

A: Contractors have 90 days to acquire the required equipment after notification of award of contract.

39. Q: Does an extendable boom or hydraulic extendable boom which holds 8000 pounds meet the specifications?

A: If a truck needs a boom, either a fixed or extendable boom is acceptable. Tow trucks, however, must have motorcycle transporting capabilities.

40. Q: Does the truck have to be 2011 or 2012 model?

A: Yes, the truck must be 2011 or newer models.

41. Q: Does the last page of the RFQBI (Appendix E, DOT Requirements) supersede the previous requirements with regard to model year and emission specifications?

A: The RFQBI has been modified as part of Addendum 1 to require 2011 or newer models. See Addendum 1, Item 5.

42. Q: In reference to PAGE 99 (15.8 CLEAN AIR AND WATER POLLUTIONS ACTS), does a 2010 year model truck meet these requirements? If not, would trucks then have to be model year 2011/12?

A: No, 2010 trucks do not currently meet requirements. The RFQBI has been modified as part of Addendum 1 to require 2011 or newer models. See Addendum 1, Item 5.

43. Q: Can we still use the remount wreckers? Does the bed have to be new or just functioning?

A: Yes, you can use remount wreckers, but it must be in good condition and comply with the requirements stated in the RFQBI.

44. Q: Do you still require slings?

A: No, slings were purposely left out of the specifications.

45. Q: Regarding the flat beds specifications, the description does not include the side puller that allows you to do recovery—was this left off intentionally?

A: The RFQBI does not require side pullers for flatbeds.

46. Q: If a contractor wants to buy a new truck in the 3rd year of the 4-year contract, can they retire the old FSP truck and use a new one?

A: No, unless there is a compelling reason for doing so.

47. Q: Can MTC SAFE make extended cabs/multiple passenger trucks a requirement? There are many advantages to multiple passenger trucks.

A: A contractor may or may not bid with a truck with an extended cab, however, it is not a requirement of the RFQBI. MTC SAFE does not think the expense is justified since the FSP tow rate with actual passengers is less than 10%.

48. Q: Can a contractor provide his own in-house backup truck? The advantage for a contractor to have a backup truck (especially if they have more than one beat) is to keep the program going without any interruption.

A: No, we have discontinued the use of in-house back-up trucks since they were originally allowed to support the fleet when there were less formal back up trucks. In addition, the informal trucks do not contain FSP telecommunications equipment.

49. Q: For Beats 3 and 22 additional requirements, can MTC SAFE require the Class A trucks with a minimum 19,500 pounds GVWR to a maximum 26,000 pounds GVWR rating, and engine mounted or built in air compressor with a 14 CFM minimum rating @90 PSI. with a 50 FT. air line?

A: The RFQBI has been modified as part of Addendum 1 to add a minimum GVWR and an air tank configuration. See Addendum 1, Item 6.

AF: NR

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